



MONDEOR
ECO SCHOOL

Mondeor Eco School
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HIGH SCHOOL PARENTS INFORMATION BOOKLET

2026







ACADEMICS

We follow the South African National curriculum (CAPS) as prescribed by the Western Cape Education Department. Our learners receive a National Senior Certificate (NSC) at the end of their Grade 12 year, accredited by UMALUSI. We are registered as an Examination Centre at the Western Cape Education Department and the Gr. 12 NSC examination is written at our school.

Gr. 8 & 9

9 Subjects compulsory for Gr. 8 and 9:

English Home or First Additional Language		Afrikaans Home or First Additional Language	Life Orientation	Mathematics
Social Sciences	Natural Sciences	Economic Management Studies	Creative Arts	Technology

Gr. 10 - 12

Learners must have seven subjects from Gr. 10 to 12:

COMPULSORY SUBJECTS (Four Compulsory Subjects):

Home Language (English or Afrikaans) (*)

First Additional Language (Afrikaans or English) (*)

Life Orientation

Mathematics OR Mathematical Literacy (*)

NOTE:

1. Subjects marked with (*) are acknowledged as subjects for admittance to University.

2. Compulsory to take Mathematics if you are taking Physical Sciences.



SUBJECT CHOICES: Learners must choose THREE subjects (one subject from each choice):

CHOICE 1	CHOICE 2	CHOICE 3
Hospitality Studies Or Visual Arts * or Computer Applications Technology *	Tourism Or Life Sciences * Or Engineering Graphic Design * or Geography *	Business Studies * Or Physical Sciences * Or Computer Applications Technology *

Immigrant learners must apply for Language exemption (Afrikaans) and must choose a 4th choice (learning) subject to have 7 subjects in total. You can get an application form from the High School Administration office.

Subject changes in Gr. 10-12 are only allowed as follows:

1. Gr. 10: 2 subject changes before the end of the 2nd term
2. Gr. 11: 2 subject changes before the end of the 1st term
3. Gr. 11: In exceptional cases, a learner may change one additional subject at the end of Gr. 11. This subject change must be done before the end of November.

Take Note: Gr. 12: No subject change is allowed in the Grade 12 year.

The official procedure must be followed to be able to change a subject, and the application form is available at the High School Administration office.

If your child struggles academically in the mainstream and are more practical and have excellent abilities in skills, you may consider another option namely our School of Skills (Refer to School of Skills Information booklet).





DISCIPLINE

Refer to Code of Conduct booklet.

(Learner commitment form must be signed both by learner and parent or guardian and will be kept on record at school).

CODE OF CONDUCT FOR STUDENTS

The appearance and dress of staff and students must comply with the norms generally accepted by the community served by school, and as set out in the printed uniform prescriptions.

Students must attend school for the full academic day. They may not leave the school site without the permission of the principal.

If a student needs to go home early for whatever reason, the parent must give a suitable reason in writing. (If no letter has been received, reception will have to communicate with the parent by phone before a student may leave the school premises early.)

If a student is absent, his or her parents must present the principal with an acceptable reason for the absence (preferably a doctor certificate). Kindly inform the school, first thing in the morning, if the child is absent from school.

Students are required to obey reasonable instructions of teachers and school staff.

While under the supervision of the school, a student may not damage or endanger the physical welfare of another person or animal.

No weapons, implements or materials which can cause bodily harm may be in the possession of students at school or while under the supervision of the school.

At all times students may not have in their possession, nor use, cigarettes or any tobacco products, other drugs, alcoholic beverages or objectionable printed or recorded matter or objects, when on the school's premises, when in school uniform or when under the supervision of the school.

School property, or the property of others, may not be taken, damaged, defaced or polluted.

Students must participate in the educational programme prescribed by the education department, unless exemption has been granted by the department.

Students may not use any facilities or equipment of the school, including those for sport, nor be on the school grounds, outside school hours without the principal's permission.

Students must always be ambassadors for Mondeor Eco School, representing the school in a positive way.



Students must always respect and care for other students or members of the school community including the animals on the school premises.

Contravention of the above code will result in disciplinary action being taken against the applicable student.

SCHOOL CELL PHONE POLICY

While the school acknowledges that cell phones have become an important and useful means of communication, it is also aware of the fact that their use and abuse, particularly by children, pose social, ethical and safety consequences.

The school would prefer students not to have cell phones in their possession while they are at school or in school uniform for the following reasons:

- Students, who carry or use cell phones in public, particularly when traveling to and from school, have become the targets of criminals who accost them and rob them of their cell phones and other possessions. These attacks occur most frequently when students are seen using their cell phones, particularly if they are expensive and/or “latest models” of sought-after brands.
- Theft of cell phones at school from bags and blazers is a persistent problem.
- Students are careless with their cell phones and leave them lying around or in blazers and bags which are left unattended. Lost and mislaid cell phones are frequently claimed to be stolen when this is not the case.
- Cell phones can be used to cheat in examinations and tests. For this reason, no cell phones are permitted in examination venues or in teaching venues when tests and examinations are written. This same policy applies to the externally set national examinations.
- Cell phones are increasingly multi-functional, offering an array of features which are designed to attract and entertain users. The ready availability of these features means that students with cell phones tend to access and use these features in the classroom, becoming distracted from their work. Students with low levels of self-discipline, poor concentration and/or a poor work ethic are more likely to become distracted by these features.
- Cell phones allow students unlimited access to salacious and age-inappropriate material.
- Cell phones make students vulnerable to approaches by undesirable individuals or groups including criminals and paedophiles.
- Cell phones may carry private and personal material, including photographs, video clips, voice messages and personal details which may become accessible by undesirable individuals and groups when cell phones are lost, borrowed or stolen.

The school will not take responsibility for the theft or loss of any cell phone brought to school, no matter what the circumstances. This includes the loss or theft of cell phones that may be handed in to teachers and/or coaches for safekeeping, as well as to cell phones which have been confiscated from students who use them in defiance of the school rules.



Students who, despite the school's policy, insist on bringing a cell phone to school are required to ensure that it is:

- Gr. 8-12: turned off and handed in for safe keeping during register lessons and taken to the principal's office. Every learner must sign in the cell phone on a cell phone register and sign out at the end of the school day.
- Not on their person when they are writing any test and handed in at the examination venue when they are writing examinations.

The school will not, in principle, under any circumstances engage parents in discussions resulting from complaints parents have received from their children by cell phone during the school day.

If a child brings his/her cell phone to school the phone should not be seen or heard during the school day, 07:30 am to 15:00 pm. If a student is found using a mobile phone at school, it will be confiscated, and the student will pay a fine of R50 (fifty Rand) before the phone can be collected at the principal's office.

If the student needs to contact parents for whatever reason, they will be allowed to phone from the office or use their cell phone in the reception area or High School Administration office, with the permission of the receptionist / High School Administrator.

SCHOOL DRUG POLICY

The aim of this policy is to encourage all students to abstain from using any drugs (other than those which are medically prescribed), including alcohol and tobacco. This document sets out the school's policy on drugs, alcohol and tobacco use. Every student and his/her parents or guardians are required to sign the general undertaking form and confirm that they have read and understood it, and that they have agreed to abide by this policy.

1. **Position.** The school will not tolerate on school property:
 - The use or possession of any illegal or prohibited substances
 - The possession of drug-related equipment such as cigarette paper, pipes, and similar devices that enables a person to participate in such illegal conduct.
 - The use of anabolic steroids and other performance-enhancing substances
 - The inappropriate use of solvents, inhalants and similar agents
 - The consumption of alcohol and the smoking of tobacco.
 - **DRUGS: Drug testing:** ALL students will be subject to random drug testing or searches and failure to co-operate will result in disciplinary measures being taken against such a student. If a test proves to be positive the parent will be asked to pay R100 for the drug test used.
2. **Procedure.** Anybody found in possession of, or using any of these substances either on school property, or when in school uniform, or when under the supervision



of the school, or attending school-related functions, including sports outings and general outings and social events, will be subject to the following procedure:

- The students will first be interviewed by the school counsellor or senior member of staff to determine the nature and extent of the student's involvement with drugs (casual experimentation, habitual use, drug dependence, dealing, etc.) and to determine the appropriate response.
- The student's parents will be informed of the student's involvement, and they will be required to attend a meeting at school to discuss the matter.
- If, on the basis of the interview, the school considers it necessary to refer the student to an agency for professional drug counselling or other treatment, the parents will be informed of this. The costs of such treatment shall be paid for by the student's family. In instances where parents are unable to afford treatment, the student will be referred to appropriate state health facilities or agencies.
- Disciplinary action against the student may follow if, in the opinion of the school, this is warranted by the nature of the student's involvement with drugs. The results of such disciplinary action may include the provision of support, including professional drug counselling, to a range of punishments which may include expulsion. In the case of illegal substances, the matter will be reported to the South African Police Services. Dealing in drugs or involving others in their use will normally result in a recommendation that the student be expelled from the school.

NOTE 1: ONCE A STUDENT HAS TESTED POSITIVE FOR ANY SUBSTANCE, IT WILL BE THE RESPONSIBILITY OF THE PARENTS TO PRODUCE A NEGATIVE TEST FROM A PATHOLOGY LABORATORY FOR THAT SUBSTANCE EVERY SECOND WEEK. THIS DOES NOT PRECLUDE THE SCHOOL FROM TESTING FOR OTHER SUBSTANCES AS WELL.

NOTE 2: SHOULD A STUDENT REQUIRE TESTING AS REFERRED TO IN NOTE 1 ABOVE, AND THEN EITHER REFUSE TO DO A DRUG TEST OR THE STUDENT'S PARENTS REFUSE TO HAVE SUCH STUDENT TESTED, THIS MAY LEAD TO THE IMMEDIATE EXPULSION OF SAID STUDENT.

3. Addiction, treatment and help. The school understands that addiction is a medical problem, and that certain drug use may need support and treatment rather than punishment. Any student who asks for, or is identified as needing, assistance in coping with drug use, will not be punished, but will be expected to attend appropriate counselling.

4. Confidentiality. All approaches by any student to the school's staff will be treated with the utmost confidentiality.





SCHOOL UNIFORM AND UNIFORM RULES & PERSONAL APPEARANCE

A separate booklet is available with this information. Learners must please adhere to these rules.

School Uniform can be ordered from Karen Miller Cell: 083 320 4423



TEXTBOOKS & STATIONERY

Textbooks and stationery can be ordered at The Book Corner, situated on our premises. She will provide the list of which textbooks we are using at Mondeor Eco School. New and second-hand textbooks are available.

Contact Miemie Calitz, owner of The Book Corner - Cell: 083 605 0902



COMMUNICATION WITH HIGH SCHOOL PARENTS

The school communicates with parents through e-mail, SMS and D6 Communicator.

- A. News will be available on D6 Communicator on a regular basis, and parents will be informed via SMS.
- B. Discipline/Detention information will be sent to parents by SMS/ email/ phone call.
- C. Parent evenings will be held only during term 2 and 3.
At this meeting the progress of students will be discussed with parents by the subject teachers.
- D. The school will contact the parents of students, when needed (telephonically, or for an individual parents' appointment).





SCHOOL TIMES, ASSEMBLY, TEST SERIES AND EXAMINATIONS:

School times: Gr 8 – 12

Monday to Thursday 07:50 – 14:20

Friday 07:50 – 13:30

Assembly

Every Monday (not during exam times) 08:10 – 09:00

Detention

On a Wednesday (if there are learners on Detention) 14:30-15:30



To contact us:

Mondeor Eco School (Pty) Ltd

Registration number: 2011/128879/07

(Registered at WCED & Accredited at UMALUSI)

DIRECTOR: Freddy Goss

PRINCIPAL: Henk Punt

Tel: 021 858 1309

Voice line only: 074 1768079/074 1541963/074 1346044 (Reception)

Email: info@mondeorecoschool.co.za (Reception)

accounts@mondeorecoschool.co.za (Accounts)

highschooladmin@mondeorecoschool.co.za (Administrator)

hsprincipal@mondeorecoschool.co.za (High School Principal)

Communication channel: D6 Communicator

